

WACKENHUT SERVICES, INC.

**INTEGRATED SAFETY MANAGEMENT SYSTEM
DESCRIPTION DOCUMENT**

Approved by: _____

M. D. Ebert, General Manager

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EXECUTIVE SUMMARY

Wackenhut Services, Incorporated, Nevada Operations (WSI-NV) provides: Protective Force Services to safeguard Special Nuclear Material (SNM), personnel, facilities, information, and equipment; access control (badging and visit control) and clearance processing; and Technical Security Services to develop and maintain computer security programs, electronic security systems and security systems in support of Special Security Operations and other matrix support.

External support services include security document control, Material Control and Accountability (MC&A) Program, administration of the Safeguards and Security Training Program (SSTP), OPSEC, planning, assessments and other security support to the DOE community.

Support services include Environment, Safety & Health (ES&H) Programs, assessment/oversight, emergency management, administration (human resources, financial management, property management, community relations), information classification and Management Information Systems.

The Integrated Safety Management System (ISMS) described in this document is used to ensure safety is systematically integrated into management and work practices at all levels so that missions are accomplished while protecting the public, workers and the environment. The WSI-NV ISMS conforms to *Department of Energy Acquisition Regulation (DEAR) Clauses 970.5204, Integration of Environment, Safety and Health into Work Planning and Execution; 970.5204-78, Laws, Regulations and DOE Directives; DOE Policy 450.4, Safety Management System Policy, and DOE-NV P 450.4, Safety Management System.*

Primary mechanisms used to integrate safety into WSI-NV work activities are the strategic plan, operational and management planning processes, job/position descriptions, and company-wide policies, plans, procedures and security orders.

I PURPOSE

This document describes the Wackenhut Services, Incorporated, Nevada Operations (WSI-NV), Integrated Safety Management System (ISMS), which provides a formal, organized process whereby people plan, perform work, assess and improve the safe conduct of work. The WSI-NV ISMS is institutionalized through laws, contract, adopted codes and standards, DOE Directives and WSI-NV policies, plans and procedures. The ISMS encompasses all levels of activities and documentation related to safety management throughout the company. Within this document the term “safety” is used synonymously with environment, safety and health (ES&H) to include protection of the public, workers and environment.

II SCOPE

This document applies to all WSI-NV employees.

III POLICY

WSI-NV is committed to conducting work efficiently and in a manner that ensures protection of the public, workers and the environment. It is the policy of WSI-NV that the safety management system described herein shall be used to systematically integrate safety into management and work practices at all levels so that missions are accomplished in a safe manner. It is recognized that involvement of workers during the development and implementation of safety management mechanisms (i.e., policies, plans, procedures, security orders) is essential for success. WSI-NV interfaces directly with DOE-NV senior management and staff, the national laboratories, other contractors and other users/agencies to ensure safety is thoroughly integrated into all work processes. The WSI-NV Safety Policy is described in P2-01, ES&H Policy.

IV HIERARCHY OF COMPONENTS

The WSI-NV ISMS establishes a hierarchy of components to aid in the orderly development and implementation of safety management throughout the company. The ISMS consists of six components. These are: (1) the objective; (2) guiding principles; (3) core functions; (4) mechanisms; (5) responsibilities and (6) implementation.

The objective, guiding principles and core functions of safety management described below are used consistently in implementing safety management throughout the company. The mechanisms, responsibilities and implementation elements are established for all work but will vary based on the nature and hazards of the work being performed.

Component 1: Objective of Integrated Safety Management (ISM)

The objective of the WSI-NV ISMS is to ensure safety is systematically integrated into management and work practices at all levels.

Tables 1 and 2 (Appendix A) depicts the linkage between WSI-NV ISMS implementing mechanisms, the five core functions and the seven guiding principles of ISM. A discussion of each principle and core function is provided below:

Component 2: Guiding Principles for ISM

There are seven guiding principles for ISM which are the fundamental (basic) policies that guide WSI-NV actions, from work scope definition through successful mission accomplishment. These guiding principles and their applicability to WSI-NV work activities are described below:

(1) Line Management Responsible for Safety

WSI-NV line managers and supervisors are directly responsible for the protection of the public, worker and environment. They are responsible for ensuring the scope of work is defined; hazards are identified and controlled; that work is performed within controls; and mechanisms are in place and used to gather feedback for continuous improvement. Managers/supervisors have at their disposal a wide range of support mechanisms to assist them. WSI-NV Environment, Safety & Health/Assessment and Oversight Division (ES&H/AOD) staff provides interpretations of safety policy and performs enforcement and independent oversight functions. Employee Safety Committee (ESC) representatives from each organizational element are assigned responsibilities for assisting line managers in accomplishing their safety responsibilities. The Independent Guard Association of Nevada (IGAN), also assigns members of its Bargaining Unit to support the committee. To ensure all employees are provided with a safe work environment, line managers/supervisors use ESC representatives to conduct quarterly safety and health inspections of their respective work areas. WSI-NV safety professionals also conduct independent OSHA compliance inspections of company controlled facilities. Deficiencies are entered into an automated Corrective Action Tracking System (CATS) and are tracked until deficiencies have been mitigated and verified. Although quarterly safety and health inspections are not mandated by law or DOE directives, they are performed by ESC representatives as an element of the Voluntary Protection Program (VPP).

(2) **Clear Roles and Responsibilities**

WSI-NV policies, plans and procedures are developed using established, structured formats. All documents identify specific responsibilities which clearly establish unambiguous lines of authority. Safety responsibilities and qualifications are also defined in job/position descriptions and each employee is evaluated on their safety and health performance through annual Performance Appraisal Reports (PARs).

(3) **Competence Commensurate with Responsibilities**

WSI-NV ensures that employees possess the experience, knowledge, skills and abilities that are necessary to carry out their responsibilities. The WSI-NV contract, DOE Order 5632.7A (Protective Force); DOE Order 470.1 (Safeguards and Security Training Program); and DOE Safeguards and Security Standards and Criteria, identify minimum employment requirements for Protective Force personnel. For electronic maintenance technicians, electrical safety requirements are provided in 29 CFR 1910.268, Telecommunications.

Safety and Environmental Awareness training is incorporated into the WSI training matrix by utilizing contemporary methods and training techniques that promote positive behavior and performance, while raising environmental awareness. These principles of training are built around WSI's solid responsible commitment to safety and the environment.

The Analysis Process ensures that training programs are oriented specifically to the job/tasks of the position. The job analysis, which is validated by Protective Force Subject Matter Experts (SMEs) (workers), determines specific tasks associated with the performance of the job. The task analysis breaks down the individual task to determine knowledge and skills required to perform the task. Hazards associated with the task and controls to mitigate the hazards are identified to ensure the task can be performed safely. The Analysis Process begins with collecting all available job/task data for which the training program is being developed. The data is collected from laws, DOE directives and WSI policies, plans and procedures, as well as the knowledge of SMEs from the Protective Force Bargaining Unit. The job/task analysis provides the foundation for a performance based training program.

The Design Process transforms the job/task list into terminal objectives. Skills and knowledge associated with a task are translated into enabling objectives. These objectives form the "blueprint" which guides the development of all training materials,

tests, and strategies. All materials developed during analysis and design lead to the development phase.

During the Development Process, lesson plans, guides, training aids and student materials are completed.

Implementation consists of activities related to the actual conduct of training, as well as resource allocation, planning and scheduling. During implementation, qualified instructors conduct training.

The Evaluation Process occurs both during and after the training is presented. Both written and performance tests (Limited Scope Performance Tests) are administered during the course to ensure knowledge/skill transfer. Additionally, once students have returned to the job, their performance is observed by supervisors and they are retested. This data is used to determine course effectiveness. The course is revised as needed.

The Training Approval Program (TAP) process determined that safety and environmental awareness training be addressed and tested through the use of a workbook. The workbook covers all the major safety tasks that were identified in the job analysis. This training is accomplished on-station. Student understanding is verified through a written test.

When WSI-NV hires new Protective Force employees, they are required to successfully complete the Security Police Officer Initial Training (SPOIT) Course. This course incorporates the following safety and health subjects:

- Firearms/Munitions Safety
- General Employee Radiation Training (GERT)
- Respiratory Protection
- Voluntary Protection Program (VPP) Awareness Training
- OSHA Rights & Responsibilities
- Hazard Communication Program
- Bloodborne Pathogens
- Hearing Conservation Program
- Lead Exposure Control
- Waste Minimization/Pollution Prevention
- Ergonomics Awareness

- First Aid
- Cardiopulmonary Resuscitation (CPR)
- Fire Extinguisher Training
- Underground Worker Safety Training
- Safe/defensive driving techniques
- Emergency Response

Electronic maintenance technicians receive specific initial and recurring training through Bechtel Nevada (BN) in the following areas:

- S Electrical Safety
- S Lockout/Tagout
- S Fall Prevention/Ladder Safety/Scaffold
- S Personal Protective Equipment

In addition to the above general safety and health training provided to Protective Force employees, extensive site-specific safety and health training is also integrated into training. As an example, the WSI security mission includes requirements for providing security at the Device Assembly Facility (DAF) at the Nevada Test Site (NTS). One of the prerequisites for an employee to be assigned security duties within the DAF is the successful completion of Sensitive Assignment Specialist Initial Training (SASIT) (annual refresher training is conducted thereafter). This intensive training also incorporates many of the above general safety and health requirements, but is tailored specifically for employees who perform duties at the DAF. Specific DAF training also includes General Employee Training (GET), which is conducted by the WSI-NV training staff. All managers, supervisors and members of the WSI Employee Safety Committee are provided with OSHA Hazard Recognition Training conducted by ES&H professionals. Annual and/or recurring training for Protective Force employees is accomplished through Protective Force Annual Training (PFAT).

A method employed by WSI-NV for ensuring non-bargaining unit employees acquire the required knowledge and skills commensurate with their responsibilities is the Individual Development Plan (IDP). This is a step-by-step approach to ensure the successful implementation of career development within the company. The IDP provides a blueprint for each employee's training, qualifications, formal education and professional development.

The IDP first identifies an employee's formal education (i.e., high school, college and post-graduate achievements, if any) and professional licenses or certificates. Secondly work experience related to present position and specific training needs are identified for

the employee in that particular position. Finally the IDP continues with the identification of job-description/occupational and site-specific requirements that indicate both specific training required for the employee as well as mandatory training required by DOE, Federal or Company directives. This information is obtained from supervisors, performance appraisals, the Code of Federal Regulations, DOE Orders and company policies, plans and procedures. Collateral duties performed by employees are also identified and training is afforded to address requirements for programs such as Employee Safety Committee (ESC) representatives, Authorized Derivative Classifier, Records Officer, etc. Finally, training to prepare and recertify employees for supervisory and management duties is identified by supervisors, managers and performance appraisals.

The WSI-NV performance based training model, combined with an on-going program of training needs analysis and individual development plans, ensures that WSI-NV produces training that provides the knowledge, skills and abilities required for employees to successfully discharge their responsibilities in a safe, effective manner. See Standard Operating Procedure (SOP) 4-09G.

(4) **Balanced Priorities**

Each Fiscal Year (FY), the DOE-NV Contracting Officer issues an Annual Task Order to WSI-NV. The Task Order describes the Scope of Work in broad terms and provides estimated costs and Direct Productive Labor Hour (DPLH) ceilings associated with major mission requirements. From the Task Order, individual Task Plans are developed to identify specific requirements associated with the Task Order and detail work scope, cost and schedule. These requirements are then implemented through the development and issuance of policies, plans, procedures and security orders. Other mechanisms for balancing priorities include the WSI-NV Strategic Plan and operations specific action plans. These processes ensure that safety and health issues and concerns are thoroughly addressed, prioritized and mitigated before work is performed. The budgeting process is described in the Budget Operating Procedures (BOP) Manual.

The Strategic Plan is developed and published through a collective effort of management and employees. The plan critically analyzes where we are, what challenges lie ahead and how to proceed to accomplish the mission. In addition to operational and administrative considerations, general and specific safety goals and

objectives are established, performance measures are identified, and strategies are devised to achieve goals and objectives.

(5) Identification of Safety Standards and Requirements

As required by paragraph (a) of DEAR clause 970.5204-78, WSI-NV complies with applicable federal, state, and local regulatory requirements, including applicable DOE directives. These requirements are described in Attachment D of WSI-NV Contract No. DE AC-08-98NV13149. Within Attachment D, there are four “Lists” of directives requiring WSI-NV compliance. These are:

List “A”: Laws and Regulations. Those laws and regulations identified in the DOE Nevada Operations Office Industrial Standards Program Necessary and Sufficient Closure Final Report, Volume 1 (Work Smart Standards). The laws and regulations as described in this document are incorporated by reference.

List “B-1”: DOE Directives and Other Documents. Those DOE directives and other documents identified in DOE Nevada Operations Office Industrial Standards Program Necessary and Sufficient Closure Final Report, Volume 1. The directives and documents are incorporated into the contract by reference.

List “B-2” DOE Directives Applicable to Activities Not Included in the Necessary and Sufficient Process. Lists specific DOE directives for WSI-NV compliance, but were exempted from the Necessary and Sufficient Process.

List “B-3” DOE Directives Applicable to the Device Assembly Facility (DAF), in Area 6, at the Nevada Test Site (NTS). Lists directives that have specific requirements identified as applicable to the DAF.

WSI-NV complies with DOE/NV Manual 450.3X, Work Smart Standards, and other applicable DOE and NV directives when identifying and applying standards and requirements. The procedure used by WSI-NV to determine applicability of DOE directives to WSI-NV work activities is described in Standard Practice 1-002, Distributing and Codifying DOE Directives.

(6) Hazard Controls Tailored to Work Being Performed

WSI-NV uses appropriate controls (engineering, administrative, Personal Protective Equipment) to prevent or mitigate hazards.

Procedures contained in WSI-NV Standard Practice (SP2-016, Risk Analysis Program), are used to ensure hazards are identified and adequate controls implemented to mitigate hazards. Situations or activities requiring the application of controls not within the capability of WSI-NV are coordinated through the site services contractor for support.

(7) **Operations Authorization**

WSI-NV policies, plans, procedures and security orders are developed, reviewed (staffed), and approved by WSI-NV management. Security orders are also reviewed and approved by DOE-NV Safeguards and Security Division (SSD).

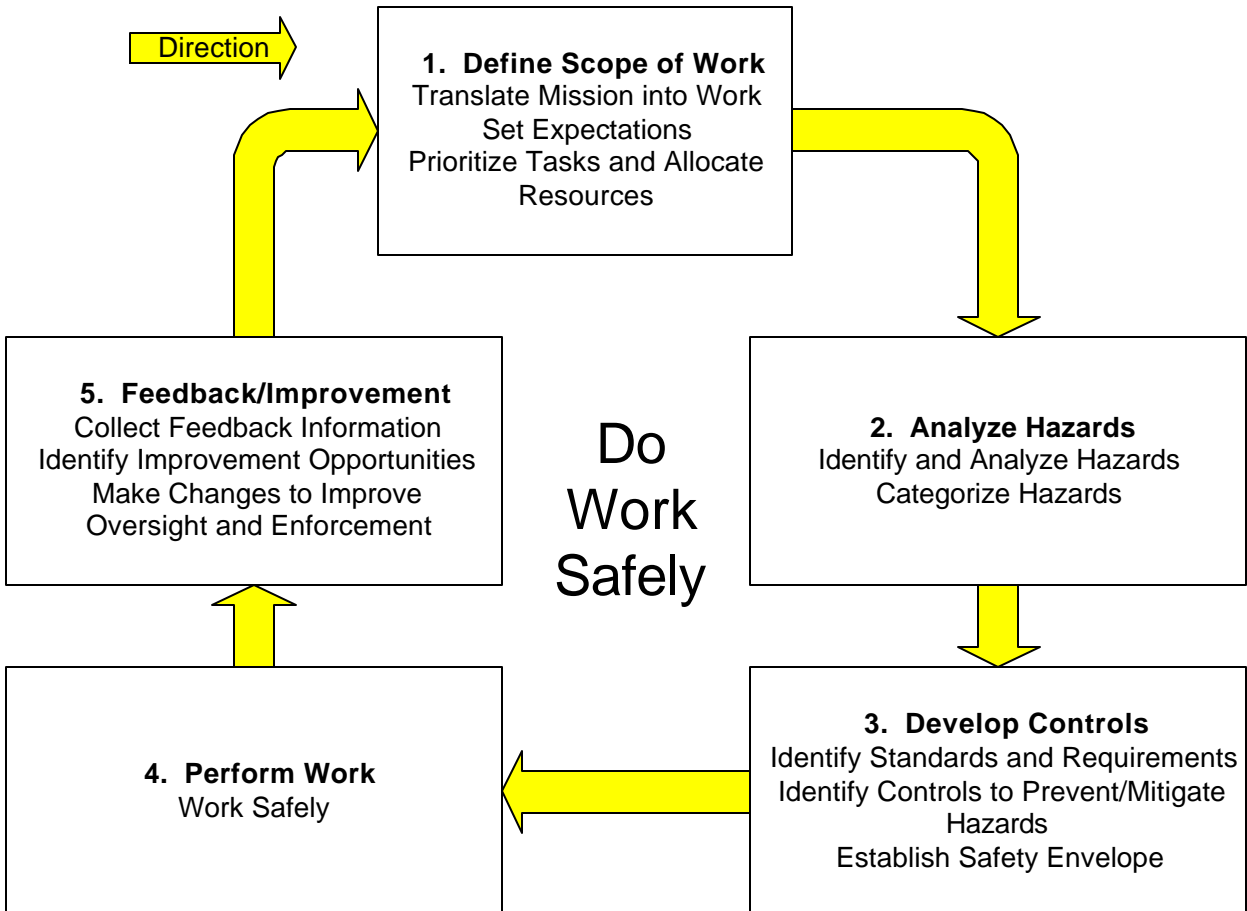
Operations authorization also includes DOE/NV approval of special operations plans, training exercise plans and Risk Analysis Reports (RARs).

WSI-NV policies, plans and procedures unique to facilities like the DAF, BEEF, U1A and the Waste Management Facility are coordinated with and approved by the management staffs of those facilities prior to implementation. This process ensures that WSI-NV work activities are performed within safety requirements established by these organizations.

Component 3: Core Functions for ISM

The five core safety management functions are applied to WSI-NV work activities and shall be adhered to by all employees. They provide the necessary structure for any work activity that could potentially affect the public, worker or environment. These functions are applied as a continuous cycle with the degree of rigor appropriate to address the type of work to be performed and the hazards involved. The chart on the following page depicts the core functions cycle. Discussion of each element follows.

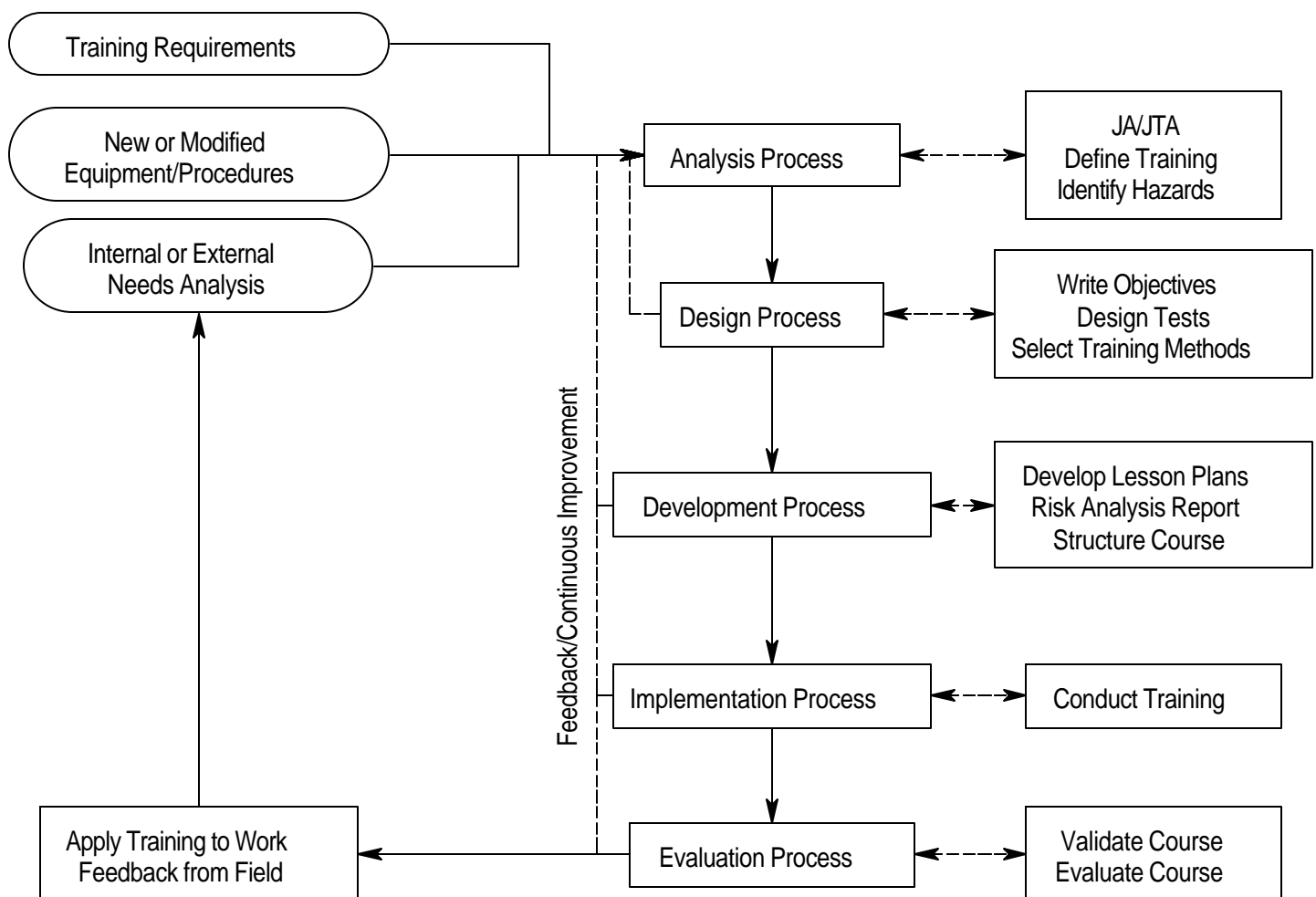
Safety Management Functions



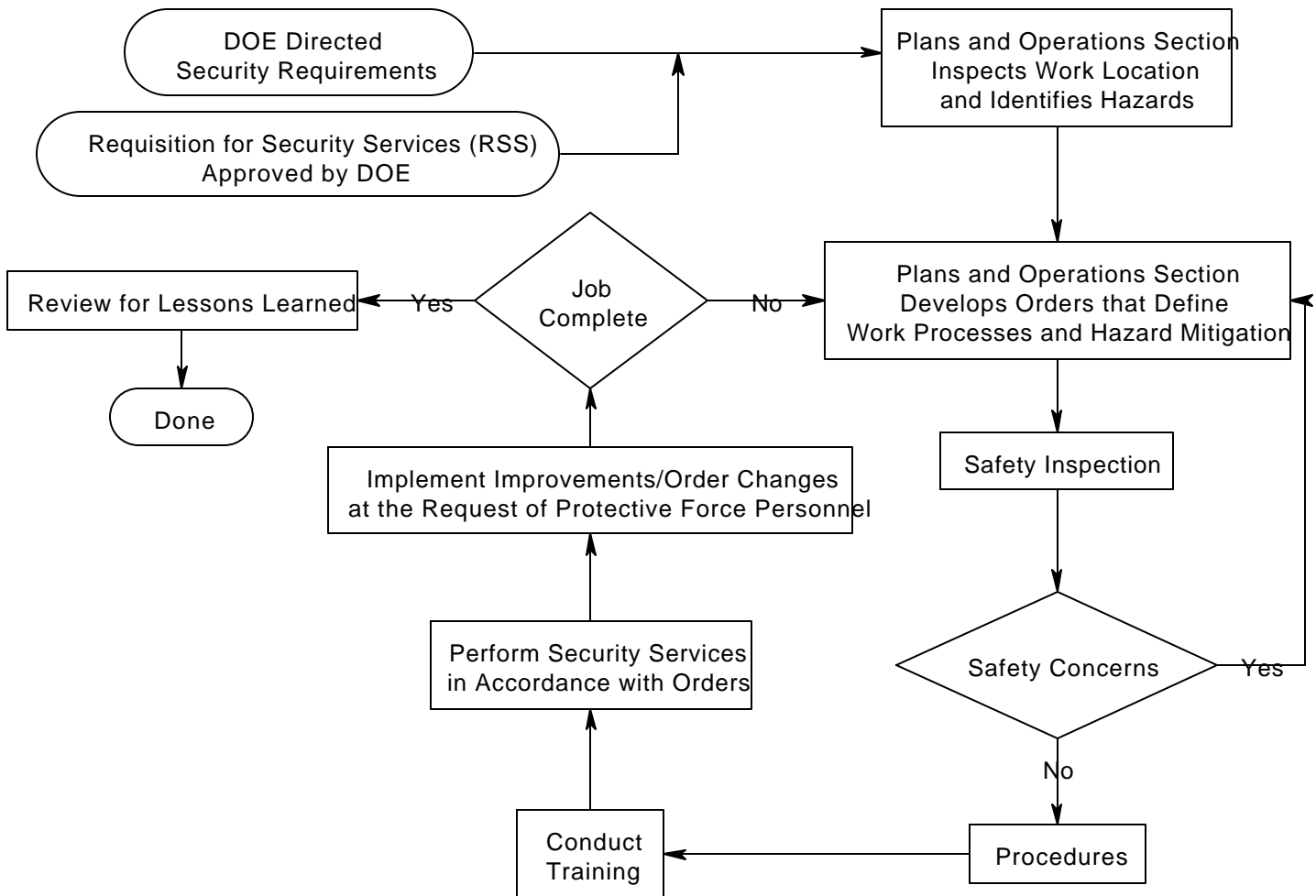
(1) **Define the Scope of Work**

WSI-NV managers, supervisors, staff personnel and employees work together and interface with DOE-NV program managers and other customers to develop plans that will achieve DOE and other customers' mission requirements, consistent with program budgets and direction. Plans identify work scope, milestones, deliverables, resource distribution, schedules and funding targets, where appropriate. Specific performance measures may be established to monitor progress. DOE-NV or other customers authorize work by reviewing and approving the plans. The following three diagrams depict WSI-NV work flow processes regarding training, Protective Force and DAF Alarm Technicians.

WSI TRAINING PROCESS

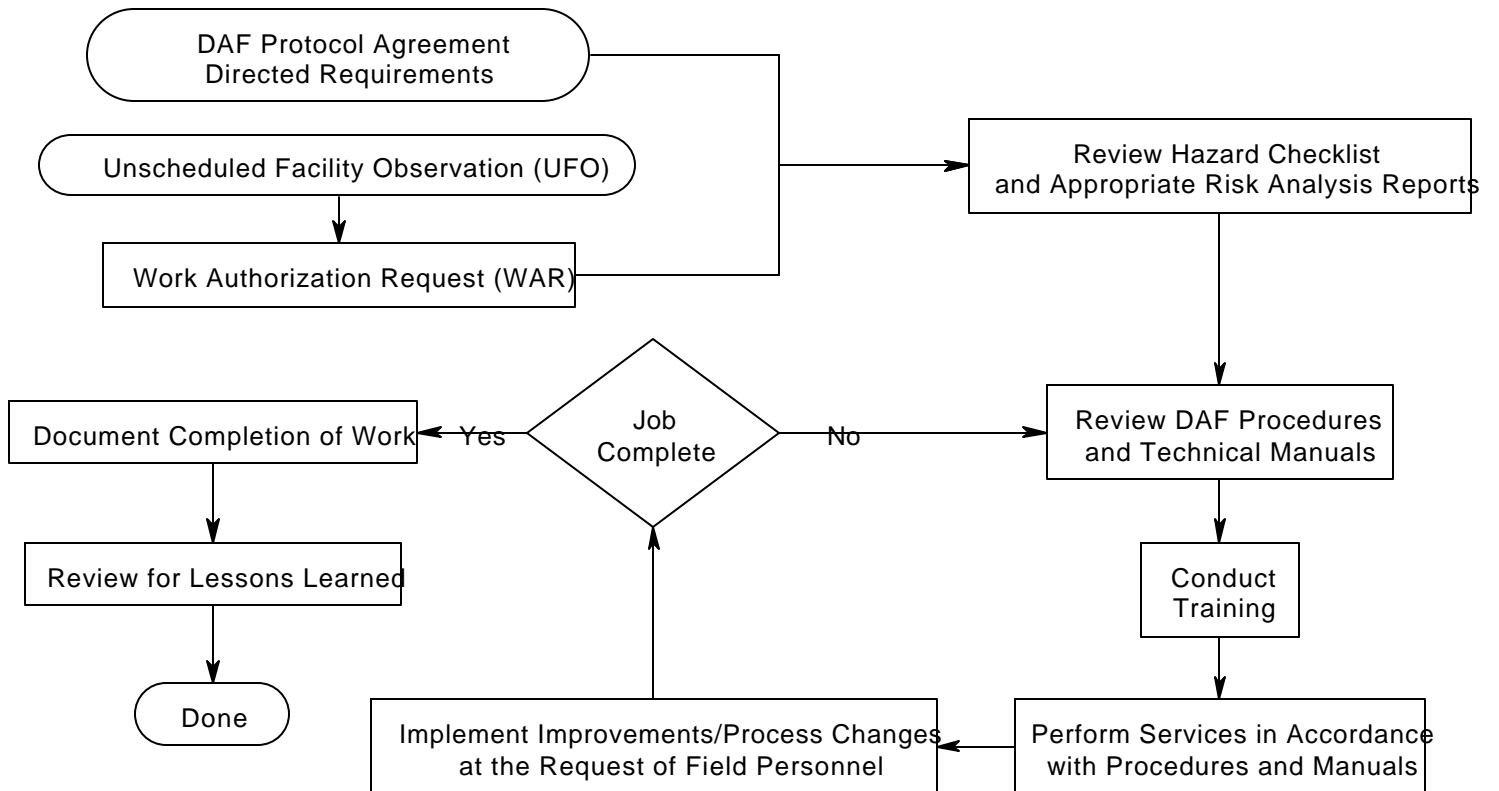


WSI PROTECTIVE FORCE WORK PROCESS



WSI DAF TECHNICIAN

WORK PROCESS



(2) **Analyze the Hazards**

Hazards associated with all work activity are identified, analyzed and categorized. As plans are developed for a specific work activity, detailed written procedures are developed to implement the plan. If the process or activity is new or modified, the manager/supervisor is responsible for determining if a formal Risk Analysis is required. Standard Practice (SP) 2-016, Risk Analysis Program , provides guidance for determining the necessity of a Risk Analysis. Risk Analysis Reports (RARs) have been documented for all hazardous work activities.

(3) **Develop and Implement Hazard Controls**

After hazards have been identified and analyzed, the level of risk determined, and applicable standards/requirements have been established, controls are implemented. In order of preference, WSI-NV uses the following controls:

- (a) Engineering Controls. This is the preferred method and may include isolation or removal of the hazard, lockout/tagout procedures, design, process or procedural changes, monitoring or warning equipment, and chemical or material substitution.
- (b) Administrative Controls. WSI-NV uses administrative controls where appropriate. These controls include actions such as exposure monitoring, limiting worker exposure, training and education, housekeeping and maintenance. Specific examples of these controls include routine monitoring for airborne lead and noise on live fire weapons ranges, and ensuring that mandatory instructor-to-shooter ratios are rigorously enforced at all times on firing ranges
- (c) Personal Protective Equipment (PPE). WSI-NV uses PPE to protect employees from exposure. PPE includes respiratory, eye, face, hand and foot protection. The use of hearing protection is mandatory and rigorously enforced on all firing ranges and all other locations where employees may be exposed to excessive noise. When providing security services to other organizations, WSI-NV employees adhere to PPE requirements established by that host organization.

(4) **Perform Work Within Controls**

After policies, plans and procedures have been developed/approved, hazards identified and analyzed, risk levels established, appropriate controls identified and implemented, and authorization obtained to commence work, work is accomplished within the

specified controls. During work activities, employees have the right and responsibility to report any safety concerns to their manager, supervisor, Employee Safety Committee (ESC) representative, senior management or the WSI-NV safety staff. If a safety concern cannot be resolved by the immediate supervisor, it is elevated to the next level of supervision. Employees have also been empowered to “Stop Work” when “Imminent Danger” situations arise. Stop work is discussed further in Component 4 under Employee Empower.

(5) **Provide Feedback and Continuous Improvement**

During the performance of work activities, it is essential that information regarding the adequacy of processes and controls be gathered and analyzed. This provides opportunities for improving the safety of the work process and work environment. In addition to improvements resulting from self-assessment activities, line and independent oversight activities are conducted and, if necessary, regulatory enforcement actions will occur. The following activities are routinely performed by WSI-NV to ensure continuous improvement:

(a) **Line Managers (and supervisors)** routinely monitor daily work activities to ensure work is being accomplished effectively and safely. Protective Force management routinely reviews feedback mechanisms such Activity Reports and Irregularity Reports prepared by Security Police Officers (SPOs) during their duty shift. These reports are used to modify and continuously improve work safety. During muster (shift changes), supervisors routinely ask if there are any safety concerns or issues to be discussed.

(b) **Performance Measures**

Safety appraisals, inspections/assessments conducted by the ES&H staff and self-assessments conducted by line managers/supervisors provide a systematic method of evaluating how well employees are complying with safety requirements. If deficiencies are identified, line managers are responsible for developing and implementing corrective actions and monitoring their effectiveness. Deficiencies and opportunities for improvement are entered into the WSI-NV Corrective Action Tracking System (CATS) and monitored until closure.

Specific performance measures are incorporated into the WSI-NV Strategic Plan and the Cost Plus Award Fee (CPAF) Performance Evaluation Plan (PEP). Other safety performance measures are also outlined in WSI-NV Standard Practice SP2-017, Safety Awards Program.

(c) **Independent Assessment**

The Director, ES&H/Assessment and Oversight Division (ES&H/AOD) manages the WSI Quality Assurance Program (QAP) and provides independent oversight of work activities. QA and ES&H Specialists perform independent assessments and/or audits of work activities to assess the effectiveness of policies, plans and procedures and to ensure safety is fully integrated. Work activities are also assessed by organizations external to WSI-NV. These organizations include various elements of DOE-NV and the State of Nevada.

The WSI-NV Assessment Program is documented in SP2-107.

(d) **Routine Reports**

Routine reports, such as occurrence reports, program reviews, lessons learned and customer feedback through surveys or other mechanisms are used to improve safety. DOE/NV performs oversight through the conduct of inspections, appraisals and assessments. Employees routinely utilize Irregularity Reports to document and report operational and safety related issues. Irregularity Reports are described in Internal Operating Procedure (IOP) 2. The Lessons Learned Program is described SP2-108.

Component 4: ISM Mechanisms

Safety mechanisms define how WSI-NV core safety management functions are performed. The mechanisms may vary from facility to facility and from activity to activity based on the hazards and the work being performed. These mechanisms may include:

- (a) DOE and/or other customers' expectations expressed through directives (policies, rules, orders, notices, standards and guidance)
- (b) contract clauses, including Work Smart Standards (WSS)
- (c) directives on identifying and analyzing hazards and performing safety analyses
- (d) directives which establish processes to be used in setting safety standards, and
- (e) WSI-NV policies, plans, procedures, security orders (i.e., safety & health plans, Risk Analysis Reports, etc.)

Employee Empowerment

WSI employees are provided with numerous opportunities to participate in activities directed at improving workplace safety. Primary avenues include participation in the development and deployment of the WSI Strategic Plan, involvement with the Employee Safety Committee (ESC), participation on Quality Improvement Teams (QITs), making safety improvement recommendations through the Employee Suggestion Program, using the General Manager's Open Door Policy and conducting safety related assessments of WSI work activities and facilities. Employees are also empowered with the authority to stop work when imminent danger situations arise. These mechanisms are described in further detail below.

(a) WSI Strategic Plan

The Strategic Plan is developed and implemented through a combined effort of management and labor. Employees and management critically analyze where we are, what challenges lie ahead and how to proceed to accomplish the mission. General and specific safety goals and objectives are established, performance measures are identified, and strategies are devised to achieve goals and objectives.

(b) Employee Safety Committee (ESC)

The ESC was originally established in 1991 and is comprised of employee representatives from each organizational element. The Independent Guard Association of Nevada (IGAN) (Union), appoints three Security Police Officers (SPOs) as representatives to serve on the committee. The ESC is an open forum which is used to identify, discuss, prevent and correct safety concerns and issues. Meeting Minutes are documented and circulated throughout the organization to keep employees informed.

(c) Stop Work Authority

The General Manager established the policy that all employees have the authority to stop work in the event of imminent danger situations. This authority is documented and conspicuously posted throughout the company. This authority allows workers to cease work whenever they discover a condition or situation where there is imminent danger to the public, workers or themselves.

(d) Quality Improvement Teams (QITs)

WSI-NV has experienced excellent results during the past several years using QITs to address a broad range of concerns, from operational to specific safety issues. Teams are comprised of management and labor, and are supported by trained facilitators.

Upon completion of work, teams document and report results and provide recommendations directly to senior management.

(e) **Employee Suggestion Program**

The WSI-NV Employee Suggestion Program is managed in accordance SOP 7-03. If approved and implemented, employees receive incentives and are recognized for their participation. Historically, safety related suggestions account for a high percentage of all suggestions submitted. Approximately 38% of suggestions submitted during FY 1999 were related to safety.

(f) **Assessments**

ESC Representatives conduct safety and health assessments of their respective work areas and facilities every three months. Employees also accompany ES&H professionals during the conduct of independent assessments.

(g) **Collective Bargaining Agreement (CBA)**

Article 48, Employee Safety, of the current CBA (1996-2001) also defines safety policies and expectations agreed upon by management and the IGAN.

Component 5: Responsibilities for ISM

Safety responsibilities for WSI-NV personnel are defined in documents appropriate to the work activity being performed. Responsibilities are also defined by contract, laws, DOE Directives and WSI-NV policies, plans, procedures and security orders.

(a) **Individual Accountability**

To maximize the effectiveness of safety performance, each WSI-NV employee must understand and accept their safety responsibilities. Employees are accountable to each other, to supervisors, line managers and senior management for their safety performance. In turn, senior management delegates safety responsibilities through every level of management and supervisory chain to each worker. All Job Descriptions and Performance Appraisals Reports (PARs) contain specific language regarding expectations for safety performance.

(b) **Manager and Supervisor Accountability**

Line managers and supervisors are held accountable for overall safety performance. They ensure safety requirements are integrated into policies, plans and procedures

during the planning process. Managers ensure that safety direction and support are provided to employees and are expected to display safety leadership through their actions and communications. Managers and supervisors are also held accountable for their safety performance through the Performance Appraisal Report (PAR) process.

(c) **Senior Management Accountability**

In addition to mission and program management responsibilities, senior managers establish processes for assessing company commitment to safety expectations and ensure a supportive environment exists where employees may voice concerns over safety issues.

Component 6: Implementation of ISM

The WSI-NV safety management system described in this document has been implemented and conforms to the requirements of the DEAR Clauses contained in the WSI-NV contract. Tables 1 and 2, (Appendix A) identify the mechanisms used by WSI-NV to ensure safety is integrated into work processes.

APPENDIX A

TABLE 1. LINK BETWEEN THE WSI-NV SAFETY MANAGEMENT SYSTEM MECHANISMS AND THE FIVE CORE FUNCTIONS OF INTEGRATED SAFETY MANAGEMENT

Define the Scope of Work	Analyze the Hazards	Develop and Implement Hazard Controls	Perform Work Within Controls	Provide Feedback and Continuous Improvement
Contract DE-AC08-98NV13149	SP2-016, Risk Analysis Program.	SP2-016, Risk Analysis Program	Quality Assurance Program Plan (QAPP)	SOP 7-03, Employee Suggestion Program.
DOE/NV Annual Task Order	SP2-015, ES&H Inspection, Assessment & Employee Involvement Program.		DOE-NV Work Smart Standards (WSS).	Internal Operating Procedure (IOP)-02, Irregularity Reports.
DOE/NV Annual Task Plan	SP2-002, Accident Investigation, Reporting and Record Keeping.		Activity Agreements; DAF; BEEF; U1A; WMF.	SP2-107, Assessment Program.
SP8-001, Planning Program Functions and Responsibilities	Security General Order (SGO) 10, Safety.		SP2-016, Risk Analysis Program	SP2-102, Occurrence Reporting System.
WSI-NV Security Orders	Activity Agreements; DAF; BEEF; U1A; WMF.		WSI-NV Security Orders	SP2-105, WSI-NV Lessons Learned Program.
			Collective Bargaining Agreement (CBA), Article 48.	SOP 11, Limited Scope Performance Tests (LSPTs).

APPENDIX A

TABLE 2. LINK BETWEEN THE WSI-NV SAFETY MANAGEMENT SYSTEM MECHANISMS AND THE SEVEN PRINCIPLES OF INTEGRATED SAFETY MANAGEMENT

Line Management Responsible for Safety	Clear Roles and Responsibilities	Competence Commensurate with Responsibilities	Balanced Priorities	Identification of Standards and Requirements	Hazard Controls Tailored to Work Being Performed	Operations Authorization
P2-01, ES&H Policy	P2-01, ES&H Policy	Training Approval Program (TAP); Job Task/Hazard Analysis.	Contract DE-AC08-98NV13149	DOE-NV Work Smart Standards (WSS).	SP2-016, Risk Analysis Program;	Security General Order (SGO)-1, Orders & Authority For
WSI-NV policies, plans, procedures and security orders.	SP2-05, Performance Appraisal Report	SP4-100, Career Development	DOE/NV Annual Task Order	SP2-100, WSI-NV QAPP		Standard Operating Procedure (SOP) 15, (Engagement Simulation System).
SP2-002, Accident Investigation, Reporting and Record Keeping	SP1-04, Disciplinary Procedures.	SP4-101, Continuing Education Assistance Program (CEAP)	DOE/NV Annual Task Plans	SP1-002, Distributing and Codifying DOE Directives		SP2-016, Risk Analysis Program.

	SP2-020, Safety Patrols	SP4-103, Professional Development Training Program.	WSI-NV Budget Operating Procedures (BOP)	SP21-003, WSI-NV Work Smart Standards		WSI-NV QAPP
	Collective Bargaining Agreement (CBA).	SP4-104, Safeguards & Security Professional Training Program.				
		SP4-107, Individual Development Plans.				
		SP4-108, Employee Attendance at NNSI.				